

**JCIC Meeting Minutes**  
**May 20, 2009 10:00 – Noon EST**  
**Kentucky Department for Mental Health, Developmental Disabilities, and Addiction Services**  
Held as Video & Audio Conference Call

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**Attending Representatives:**

**Regional MH/MR Boards**

**Four Rivers:** Rene Marchbanks  
**Pennyroyal:** John Pyle  
Wanda Hart  
**River Valley:** Lisa Boehman-Kincheloe  
Leah Parker  
**Lifeskills:** Art Stockton  
**Communicare:** not attending  
**Seven Counties:** Gerald Brazeau  
**Northkey:** not attending  
**Comprehend:** Rick Jones  
**Pathways:** Tom Leach  
Barbara Sands  
**Mountain:** not attending  
**Kentucky River:** Darlene Dixon  
**Cumberland River:** Miranda May  
Kim Stewart

**Adanta:** Cathy VanBruggen  
Susan Wheeldon  
**Bluegrass:** Nathan Millay

**KDMHDDAS:**

**Mental Health / Substance Abuse:**  
Michele McCarthy

**Mental Retardation:**

Kedra Fitzpatrick

**Administration & Financial Management:**

Hope Barrett – Chairperson

**Commissioner's Office:**

not attending

**RDMC (Research and Data Management):**

Harry Hughes  
Jeanne Clark

**KARP:** Carl Boes

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**Introductions - Welcome**

**1. Review last meeting's minutes**

**2. Client/Event Data Set**

**2a. Living Arrangements field. Follow-Up:** Summary of upgrades to Living Arrangements field.

**Changes to Living Arrangements Fields (Client Field 19 and Discharge Field 13)**

- Beginning with Fiscal Year 2010 (July 2009 data files), two new allowable codes will be added to the Living Arrangement fields:

Code 25: Living in residence of a family member – other than parent or guardian \*

Code 26: Living in residence of a friend or acquaintance

\*If the client is living in the residence of a parent or guardian (current code 21), then code 21 should take precedence over code 25.

- Beginning with Fiscal Year 2011, the following code will be dropped from allowable values:

Code 99: Other

The use of codes 25 and 26 is strongly encouraged, but is optional, during Fiscal Year 2010. Centers may continue to use Code 99 to report these two scenarios during that year. Beginning with Fiscal Year 2011, code 99 will no longer be allowed and centers are required to use codes 25 and 26 when applicable.

### Clarification for Existing Code 22 in Living Arrangements Field

Code 22 (Living in own residence) is intended for adults. It is not intended for children who are living with their parents or guardian. Those clients should be coded with a value of 21 (Living in parent/guardian's residence).

Beginning with Fiscal Year 2010, values of "22" in Living Arrangements will generate a possible error in the Client file if the "Date of Birth" field indicates the client is under 18 years of age. Beginning with Fiscal Year 2011, the error will be "General" for clients under the age of 16. It will remain a "Possible" error for clients age 16 to 17.

### 3. Human Resources Data Set

none

### 4. Division-Specific Topics:

#### 4a. Mental Health / Substance Abuse (MH/SA)

none

#### 4b. Mental Retardation (MR) )

MR Service Utilization Report Validation

Service Utilization Reports were emailed individually to each Center. Center's are asked to review and provide validation/feedback to Kedra Fitzpatrick. [Kedra.Fitzpatrick@ky.gov](mailto:Kedra.Fitzpatrick@ky.gov) (502) 564-7702.

#### 4c. Administration & Financial Management (A&FM)

none

### 5. New Items

### 6. Next Meeting - July 15, 2009

#### SFY 2008

- September 16, 2009

#### SFY 2009

- November 18, 2009
- January 20, 2010
- March 17, 2010
- May 19, 2010

### ~~~~~ To Participate:

#### Via video conferencing:

Our "meeting room" number is 1801364.

#### Via audio only:

1. As a participant, Dial (502) 875-9991

You will hear a voice prompt asking you to enter your conference ID followed by the # sign.

2. Enter "1801364#".

3. You will be automatically joined into the conference.

(The Conference Help Line is ( 502) 564-9411 - ask for Robert Cable or Gail.)

#### In Person:

The Department staff have reserved "Personnel Conference Room" located at 100 Fair Oaks Lane, 4<sup>th</sup> Floor, Frankfort, KY

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